NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
INDENT SLIP C: (For Non-Consumable Items)
(For Procurement of Goods upto Rs. 25000/-)

Indent No: ……………. Date: …………………….

Name of Indentor/s: ……………………………………….Indentor's Mobile: ………………….

Department/School/Section/Cell: ……………………………Budget Head (Plan/Other): …………

Category of the Purchase *(Tick the relevant)*

Plant		Machinery		Furniture	
Fixture		Computer Peripheral		Any Other	

S. No.	Name of Good to be Procured	Qty	Estimated Cost **(As indicated in GeM)**
1			
2			
3			
4			
5			

Note: The estimated cost should be mentioned on higher side of 10% as indicated in GeM.

Indentor Certifies that

1. Above good is essentially required for smooth functioning of the Department/School/Section/Cell.

2. **MOP-I** is attached …………………………. (Yes/No).

Signature of the Head with **Stamp**   Indentor's Signature

Account Section (For approval of funds on MOP-I)

Central Store

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
MoP - I: Up to Rs. 25000/- Through GeM

Approvals over the *Indent No* _____

Officer	Statement/ Remarks	Signature
Dy. Registrar (Accounts)/ Assistant Registrar (Accounts)	**(Funds available/ Not Available)** *Under _____ head* <table><tr><td>S. No.</td><td>Item Name</td><td>Amount</td></tr><tr><td>1</td><td></td><td></td></tr><tr><td>2</td><td></td><td></td></tr><tr><td>3</td><td></td><td></td></tr><tr><td>4</td><td></td><td></td></tr><tr><td>5</td><td></td><td></td></tr></table> *Remarks if any:*	
Faculty I/C (Stores)	The Demand on GeM has been generated and valid for 5 days only from date of generation. <table><tr><td>S. No.</td><td>Demand No</td><td>Date</td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>	
Head of the Department/ School/ Section/ Centre/ Club/ Event (*Competent Financial Authority)*	The indent is: **(Approved/ Not Approved)** Purchase Order to be placed through GeM <table><tr><td>S. No.</td><td>Amount</td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>	